

Document No. 007 005

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

28 DEC 1955

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 09/02/78 By:

**CONFIDENTIAL** *O + M 4*

MEMORANDUM FOR : Deputy Director (Support)

ATTENTION : Special Planning Assistant, DD/S

SUBJECT : Progress Report on OTR War Planning,  
1 July - 15 December 1955.

I. EMERGENCY PLANNING:

A. The Director of Training has designated  as the OTR Emergency Relocation Center. The provisions of the plan, its status, and modifications of the last six months are:

1. Relocation of Personnel:

a. The present plan provides for the relocation of the Director of Training, the Administrative Officer and a secretary to the Agency Relocation Center, and the evacuation of approximately twenty senior personnel . The personnel of both cadres have been instructed concerning their responsibilities in the event of emergency, and have been provided with the Civil Defense credentials.

b. The plan to relocate training activities   under emergency conditions has been under reconsideration since August 1955.

**CONFIDENTIAL**

~~SECRET~~  
**CONFIDENTIAL**

SUBJECT: Progress Report on OTR War Planning,  
1 July - 15 December 1955.

2. Accommodation of Key OTR Personnel [ ]

a. [ ] housing facilities can accommodate an additional 150 people.

b. The present uncertainty of using [ ] as a relocation site raises the question of the advisability of designating immediately a different rendezvous point for the key personnel. Consideration should be given first to the assignment to OTR of additional billets at the Agency Relocation Center.

3. OTR Vital Materials:

A fireproof vault has been reserved for storage of vital materials. Materials presently in storage fill three safes.

4. OTR Records Repository:

Although it has been the intention to establish a records repository at [ ] OTR is still using the Agency repository. OTR has approximately 40 feet (5 safes) of materials in the repository.

5. Communications:

The Office of Communications agreed in June 1955 to establish emergency radio-teletype communication service between [ ] Installation of these facilities was completed on 22 December 1955.

6. Logistics Stockpiling at [ ]

At the request of OTR, the Director of Logistics provided a Table of Supplies and Equipment to accommodate an additional 300 persons at [ ] The estimated cost of stockpiling these supplies and equipment, including quonset huts, was approximately \$122,500. Pending the decision as to the use of [ ] under emergency conditions, the Director of Training is deferring the submission of the request to the Deputy Director (Support) for funds to support this stockpiling program.

**CONFIDENTIAL**

~~SECRET~~

CONFIDENTIAL

SUBJECT: Progress Report on OTR War Planning,  
1 July - 15 December 1955.

B. Problems:

The principal problem OTR has faced in its emergency planning has been the lack of any firm estimates from the operating components of their Headquarters training requirements under emergency conditions. Lacking such estimates, OTR has assumed a figure of 300 additional persons to be accommodated immediately at a relocation site. This matter of training requirements should be given priority attention in the planning for an alternative site for relocation of training activities.

II. OVERSEAS PLANNING:

A. Clandestine Services Cold War Planning:

1. A major sub-division of the CS General Plan for FY 1957 and FY 1958 is Hot War Preparation. Country desks of the DD/P are required to consider the training facilities necessary to support wartime activities in their country plans. OTR reviews the Country Plans as a member of the Clandestine Services Planning Board. References to these training facilities are studied to predict the impact on headquarters training and to analyze the foreign field training requirements for which OTR now has a technical support responsibility. During the planning cycle of the last six months OTR has reviewed the plans of five of the DD/P Area Divisions.

2. The Country Plans reviewed have contained what OTR believes to be a less than desirable consideration of the preparation for wartime training in FY 1957 and FY 1958. In most instances, the training requirements stated have not coincided with those M-day requirements reviewed in the hot war planning documents. These matters have been discussed with the Area Divisions during a detailed review of the implications for domestic and foreign field training requirements contained in their plans.

B. Clandestine Services Hot War Planning:

1. War Planning:

a. OTR established this course in 1954 to assist in the preparation of Agency headquarters and field personnel charged with war planning functions. The course has been reduced to a period of two weeks. Additionally, 30 officers representing

CONFIDENTIAL

**CONFIDENTIAL**

**SUBJECT: Progress Report on OTR War Planning,  
1 July - 15 December 1955.**

the Joint Chiefs of Staff, the Defense Intelligence Services, Senior Service Schools and other military groups of similar level were instructed through a modified course in the Agency wartime mission in support of military operations and CIA planning techniques.

**2. CIA/CS War Plans:**

**a. In accordance with**

[redacted] the Director of Training has the responsibility for the coordination and preparation of the War Training Annex to the Global War Plan and approves the War Training Annexes submitted by the Theater Senior War Planners. Pending approval of the Global War Plan, OTR has not initiated the War Training Annex.

b. No War Training Annexes to the Theater War Plans have been received in headquarters. OTR has received several Overseas Organization, National War Annexes and Administrative Annexes to the Theater War Plans which affect the planning for training. In general, these annexes have indicated an emphasis on training at centralized bases and inadequate consideration of the need for local training facilities in the country and area commands. Comments reflecting this viewpoint have been sent to the field war planners.

c. Presently, the OTR effort in war planning is deterred by the absence of a concise statement of the Director of Training's responsibility for the training mission of the Agency in wartime, especially that in support of the Glandestone Services outside the continental limits of the U. S.

**3. Current Hot War Training Projects:**

a. Within his responsibility for technical support of foreign field training projects the Director of Training has continued the flow of instructional materials and aids to active training projects preparing foreign services or groups for wartime activities.

**CONFIDENTIAL**

**CONFIDENTIAL**

**SUBJECT: Progress Report on OTR War Planning,  
1 July - 15 December 1955.**

b. At the request of the DD/P, two projects were given full technical and instructor support by the Office of Training. In the first instance, an instructor group of three and complete instructional plans and materials were sent to the station. In the latter project, three OTR instructors participated in the joint instructional staff.

**III. WAR TRAINING CIA RESERVE UNITS:**

Mobilization manpower agreements with the Department of Defense motivated a re-examination by the PPC-DD/P and others of the Agency's responsibility to improve the preparation of its military reservists for wartime responsibilities. In the first six months of the year, OTR conducted a pilot training course at [ ] in field action subjects for these reservists.

25X1

Army, Air Force and Marine Reservists of the Agency, in committees, working principally under the leadership of OTR instructors, are currently engaged in the development of an instructional program concerned with the CIA wartime mission. Instructional materials, classroom facilities and reproduction services of OTR will be utilized to implement the program in January 1956.

**SIGNED**

**MATTHEW BAIRD  
Director of Training**

*MB*  
OTR/PPS/PMF:sad  
28 December 1955

**Distribution**

Orig. & 1 - Addressee  
1 - DTR  
1 - XO  
1 - PPS

**CONFIDENTIAL**